



Topsfield Finance Committee  
Minutes to the Meetings  
January 30, 2012

- I. Call to Order:** Mark Lyons, Chairman, called the meeting to order at 7:00 PM, with Heidi Bond, Paul Dierze, Karen Dow, Kathryn Hartmann, Stephen Lais and Daniel Shugrue present. Also in attendance were Selectman Ken Vogel and Town Administrator Ginna Wilder. Chairman of the Board of Selectmen Laura Powers joined the meeting at 7:02 PM. Topsfield Elementary School Committee Chair Jeanine Cunniff joined the meeting at 7:08 PM. Selectman Richard Gandt joined the meeting at 7:10 PM.
- II. Minutes:** A motion to accept the January 23, 2012, minutes as amended was made by Heidi Bond, seconded by Paul Dierze, voted in favor 6-0-1, with Stephen Lais abstaining.
- III. Governor's FY2013 Budget:** Recently Governor Patrick published his version of the Commonwealth's FY2013 Budget. This "Governor's Budget" will be applied to the FY2013 Model Tracking Sheet.
- IV. Liaison Reports on Proposed Department Budgets:**

**Chairman Mark Lyons**

- i.** Finance Committee
- ii.** Town Moderator
- iii.** Selectmen Department
- iv.** Town Hall
- v.** Parking Attendant
- vi.** Web and Cable

**Stephen Lais**

- i.** Town Accountant
- ii.** Assessor
- iii.** Insurance
- iv.** Interest/Debt Service
- v.** Memorial Day/Veteran's Day
- vi.** Parks and Cemeteries
- vii.** Pensions/Retirements
- viii.** Sealer of Weights and Measures
- ix.** Soldiers and Sailors
- x.** Town Accountant

- xi.** Treasurer Collector
- xii.** Trust Fund Clerk
- xiii.** Veteran's Benefits
- xiv.** Water
- xv.** Historical Commission

**Paul Dierze addendum**

- i.** Board of Health
- ii.** Conservation Commission

**Kathryn Hartmann addendum**

- i.** Council on Aging

During the presentations, members discussed issues such as an increased budget for the Sealer of Weights and Measures' stickers and added Water Department costs for water quality testing and water main repairs. It was noted that the Model's Town insurance figures are subject to change as the actual are finalized.

On the liaison level, more information is needed for further discussion on Board of Health and Conservation Commission. In another update, the Council on Aging may cancel Friday van service if the line item of operating budget for the van driver salary is not funded.

**V. Schedule of Department Head Budget Presentations:**

- i. February 6, 2012:** Town Clerk, 7:00 PM; Conservation Commission, 7:30 PM; Elementary Schools, 8:00 PM
- ii. February 13, 2012:** Town Hall, 7:00 PM
- iii. February 27, 2012:** Library, 7:00 PM; Inspectional Services, 7:30 PM

**VI. Adjourn:** A motion was made by Stephen Lais to adjourn at 7:40 PM, seconded by Paul Dierze. Voted in favor 7-0.

Respectfully submitted,  
Lexie Winslow

Attachments:

- a) FY013 Topsfield Department Budgets